



ADDENDUM #1

RFP-2023-DEHS-01-NEWHI
New Heights Maintenance

On September 17, 2021, the New Hampshire Department of Health and Human Services, acting through the Department of Health and Human Services (DHHS), Division of Economic and Housing Stability (DEHS), Bureau of Family Assistance (BFA) and in cooperation with the Department of Information Technology (DoIT), published a Request for Proposal, to procure maintenance, operations and enhancement services for the DHHS New HEIGHTS and NH EASY Gateway to Services systems.

The Department is publishing this addendum to:

1. Delete and replace Section 4, Instructions, Subsection 4.17, Proposal Content, Subparagraph 4.17.2 Transmittal Cover Letter with the following:

The vendor must submit signed Transmittal Form Letter with their response using the Transmittal Form Letter Template provided herewith. Any electronic alteration to this Transmittal Form Letter is prohibited. Any such changes may result in a Proposal being rejected.

State of New Hampshire Proposal Transmittal Form Letter

Company Name: _____

Address: _____

To: NH DHHS DEHS State Point of Contact: Jen Hackett
Telephone (603) 271-9605
E-Mail: jennifer.s.hackett@dhhs.nh.gov

RE: Proposal Invitation Name: New HEIGHTS Maintenance and Enhancements
Proposal Number: RFP-2023-DEHS-01-NEWHE
Proposal Due Date and Time: December 17, 2021 at 11:59 p.m.

Company Name: _____ hereby offers to sell to the State of New Hampshire the Services indicated in **RFP NH DHHS RFP-2023-DEHS-01-NEWHE New HEIGHTS Maintenance and Enhancements** at the price(s) quoted in vendor Response Section VII: *Cost Proposal*, and Appendix F: *Pricing Worksheets*, in complete accordance with all conditions of this RFP and all Specifications set forth in the RFP and in the State of New Hampshire Terms and Conditions outlined in RFP Appendix H: *State of New Hampshire Terms and Conditions*.

Company Signatory _____ is authorized to legally obligate

Company Name: _____.

We attest to the fact that:

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**New Hampshire Department of Health and Human Services
New Heights Maintenance**



The company has reviewed and agreed to be bound by all RFP terms and conditions including but not limited to the *State of New Hampshire Terms and Conditions* in Appendix H, which shall form the basis of any Contract resulting from this RFP; No new terms and conditions have been added and no existing terms and conditions have been deleted in this RFP Proposal.

The Proposal is effective for a period of 180 days or until the Effective Date of any resulting Contract.

The prices quoted in the Proposal were established without collusion with other eligible vendors and without effort to preclude the State of New Hampshire from obtaining the best possible competitive price; and

The vendor has read and included a copy of RFP-2023-DEHS-01-NEWHE and any subsequent signed Addendum (a).

Our official point of contact is _____

Title _____

Telephone _____, Email _____

Authorized Signature Printed _____

Authorized Signature _____